

KODIAK SUBAREA CONTINGENCY PLAN

RESPONSE SECTION

PART ONE	Notification.....	A-1
	A. Emergency Response Notification List	A-1
	B. USCG and Federal Agency Contacts	A-2
	C Alaska State Agency Contacts.....	A-3
	D Local Kodiak Contacts	A-4
PART TWO	Emergency Response.....	A-6
	A. Unified Command and ICS	A-6
	B. Roles of the OSCs, RP and RACs.....	A-7
PART THREE	Response Procedures	A-9
	A. Response Objectives	A-9
	B. Scope of Activities	A-9
	C. Ramp up Procedures.....	A-11
	1. Ramp up to Full ICS Response Team	A-11
	2. ICS Organizational Charts and Assignments	A-14
	3. Agency Personnel Resources	A-19
	D. Additional Response Policies.....	A-21
	1. Health and Safety	A-21
	2. Cost Recovery/Documentation.....	A-21
	3. Waste Removal and Disposal.....	A-22
	4. <i>In-Situ</i> Burning/Dispersants/Chemical Countermeasures	A-22
	5. Public Affairs	A-22

(This page intentionally blank)

RESPONSE: PART ONE - NOTIFICATION

A. EMERGENCY RESPONSE NOTIFICATION LIST

In the case of a *reportable* oil or hazardous substance spill (as defined in ADEC notification placard) in the Kodiak Subarea, the Responsible Party or initial responder to the spill incident will immediately notify the following agencies. Once these initial notifications have been made, the Federal On-Scene Coordinator (FOSC), State On-Scene Coordinator (SOSC) and Local On-Scene Coordinator (LOSC) respectively will be responsible for the notification of appropriate federal, state, and local agencies and organizations according to the contact lists contained on the following pages.

FEDERAL:

National Response Center (24 hr) 800-424-8802

FOSC for Coastal Zone

USCG -MSO Anchorage (24 hr) 907-271-6700

(Fax) 907-271-6751

FOSC for Inland Zone (1000 yards from shoreline)

EPA Region X Alaska Operations, Anchorage Office 907-271-5083

(8:30 to 4:00, Seattle) 800-424-4372

(Fax) 907-271-3424

Seattle Office (24 hr) 206-553-1263

STATE:

SOSC for coastal or inland spills

ADEC Central Alaska Response Team - business hours907-269-7500

(24 hr - State Troopers)800-478-9300

Anchorage (SOSC office).....907-269-3063

(Fax).....907-269-7648

On-Duty Officer (Cellular Phone)907-244-8126

LOCAL:

LOSC for coastal or inland spills

Kodiak Regional Emergency Services Director907-486-8640

(Fax)907-486-8600

City of Kodiak Police Dispatch (24-hr)907-486-8000

(Fax)907-486-8023

B. USCG AND FEDERAL AGENCY CONTACTS

It is the responsibility of the FOSC to initiate contact with the following agencies and organizations once emergency notifications have been made. This is not an exhaustive list of federal contacts, and the FOSC may notify additional parties as well as those listed below. Phone numbers are not listed in order of importance, and contacts will be made at the discretion of the FOSC. Initial notifications will be made by telephone, with concurrent transmission of any available documents (i.e. POLREP or other information) by fax whenever possible. Additional federal agency contacts are listed in the Resources Section of this plan.

<i>time</i>	<i>date</i>	COAST GUARD CONTACTS	<u>Phone</u>	<u>Fax</u>
_____	_____	NATIONAL RESPONSE CENTER.....	800-424-8802	n/a
_____	_____	USCG MSO Anchorage.....	907-271-6700	907-271-6751
_____	_____	USCG MSD Kodiak	907-487-5750	907-487-5585
_____	_____	USCG District 17 (24hr).....	800-478-5555	907-463-2023
_____	_____	USCG District 17 Public Affairs.....	907-487-5700	907-487-5714
_____	_____	USCG Pacific Strike Team (24hr).....	415-883-3311	415-883-7814
_____	_____	National Strike Force Coordination Center.....	919-331-6000	919-331-6012
_____	_____	National Pollution Funds Center	703-235-4757	703-235-4840
FEDERAL AGENCIES				
_____	_____	U.S. Environmental Protection Agency	907-271-5083	907-271-3424
_____	_____	Seattle (24 hr).....	206-553-1263	907-553-0175
_____	_____	U.S. Department of the Interior	907-271-5011/800-413-4220	907-271-4102
_____	_____	Fish & Wildlife Service (Anchorage).....	907-786-3598	907-786-3350
_____	_____	Kodiak National Wildlife Refuge	907-487-2600	907-487-2144
_____	_____	National Park Service, Katmai.....	907-486-6730	907-486-3331
_____	_____	NOAA SSC	907-271-3593	907-271-3139
_____	_____	U.S. Forest Service.....	907-271-2500	907-271-3992
_____	_____	U.S. Army Corps of Engineers	907-753-2515	907-753-2748
_____	_____	U.S. Navy SUPSALV	907-384-2968	907-384-2969
_____	_____	Federal Aviation Administration.....	907-271-5936	907-276-7261
_____	_____	National Weather Service	907-835-4505/ 271-5136	n/a
_____	_____	National Marine Fisheries.....	907-271-5006	
_____	_____	Federal Emergency Management Agency.....	800-395-6042	206-487-4741

C. ALASKA STATE AGENCY CONTACTS

It is the responsibility of the SOSC to initiate contact with the following agencies and organizations once emergency notifications have been made. This is not an exhaustive list of state contacts, and the SOSC may notify additional parties as well as those listed below. Phone numbers are not listed in order of importance, and contacts will be made at the discretion of the SOSC. Initial notifications will be made by telephone, with concurrent transmission of any available documents (i.e. Sitrep or other information) by fax whenever possible. Additional state agency contacts are listed in the Resources Section of this plan.

<i>time</i>	<i>date</i>	ALASKA STATE AGENCIES	<u><i>Phone</i></u>	<u><i>Fax</i></u>
_____	_____	Department of Environmental Conservation		
_____	_____	Anchorage (SOSC office)	907-269-3063	907-269-7648
_____	_____	Environmental Health Office (Kodiak)	907-486-3350	907-486-5032
_____	_____	Department of Fish and Game(Kodiak-Comm. Fish).....	907-486-1825	907-486-1841
_____	_____	Division of Wildlife Conservation (Kodiak).....	907-486-1880	907-486-1840
_____	_____	Habitat Division (Anchorage).....	907-267-2338	907-267-2464
_____	_____	DMVA, Division of Emergency Services	907-428-7000	907-428-7009
_____	_____	(24 hr- Ft. Richardson).....	800-478-2337	907-428-7009
_____	_____	Alaska National Guard (Kodiak)	907-486-3433	
_____	_____	Department of Law (Anchorage).....	907-269-5100	907-278-7022
_____	_____	Kodiak Office.....	907-486-5744	907-486-5195
_____	_____	Department of Natural Resources (Anchorage).....	907-269-8548	907-269-8913
_____	_____	24-hr contact (Anchorage)	907-345-3486	n/a
_____	_____	Division of Parks, Kodiak	907-486-6339/6352	907-486-3320
_____	_____	Kodiak Parks 24-hr	907-486-3651	n/a
_____	_____	Shuyak Island State Park (Jun-Sept)	907-486-2767	n/a
_____	_____	Department of Public Safety, State Troopers (Kodiak)	907-486-4121	907-486-5810
_____	_____	(Dispatch, 24 Hr)	800-428-7200	n/a
_____	_____	Department of Transportation & Public Facilities	907-269-0760	907-248-1573
_____	_____	(Kodiak).....	907-487-2611	
		REGIONAL CITIZEN'S ADVISORY COUNCILS (RCACs)		
_____	_____	Prince William Sound RCAC.....	907-277-7222/263-8817	907-277-4523
_____	_____	Cook Inlet RCAC.....	907-283-7222/800-652-7222	907-283-6102

Additional listings of Alaska State agencies are provided in the Unified Plan, Annex A.

D. LOCAL KODIAK CONTACTS

It is the responsibility of the LOSC to initiate contact with the following local government agencies and organizations once emergency notifications have been made. This is not an exhaustive list of local contacts, and the LOSC may notify additional parties as well as those listed below. Phone numbers are not listed in order of importance, and contacts should be made at the discretion of the LOSC. Initial notifications will be made by telephone, with concurrent transmission of any available documents (i.e. Sitrep or other information) by fax whenever possible. Additional local contacts are listed in the Resources Section of this plan.

<i>time</i>	<i>date</i>	LOCAL GOVERNMENTS AND AGENCIES	<u>Phone (907)</u>	<u>Fax (907)</u>
_____	_____	Kodiak Island Borough (mayor's office).....	486-9300	486-9374
_____	_____	Community Development	486-9363	486-9376
_____	_____	Bayside Volunteer Fire Dept.....	486-4535	
_____	_____	Women's Bay Volunteer Fire Dept	487-4312	
_____	_____	City of Kodiak.....	486-8635	486-8600
_____	_____	Police	486-8000	
_____	_____	Fire	486-8040	
_____	_____	Harbormaster	486-8080	
_____	_____	City of Akhiok (Clerk).....	836-2229	836-2209
_____	_____	Health Aide	836-2229	836-2209
_____	_____	Village Public Safety Officer/Fire Chief	836-2205	n/a
_____	_____	Karluk(Tribal Council)	241-2218	241-2208
_____	_____	Community Health Representative	241-2209	n/a
_____	_____	Village Public Safety Officer	n/a	n/a
_____	_____	City of Larsen Bay(City Manager/Mayor).....	847-2211	847-2239
_____	_____	Village Public Safety Officer	847-2262	n/a
_____	_____	Fire Chief	847-2205	n/a
_____	_____	Community Health Representative	847-2204	n/a
_____	_____	City of Old Harbor(Clerk)	286-2204	286-2278
_____	_____	Village Public Safety Officer/Volunteer Fire.....	287-2295	n/a
_____	_____	Fire Chief	286-2217	n/a
_____	_____	Community Health Representative/Clinic	286-2205/-2307	n/a
_____	_____	City of Ouzinkie(Clerk)	680-2242	680-2223
_____	_____	Village Public Safety Officer	680-2291	n/a
_____	_____	Community Health Representative/Clinic	680-2265	
_____	_____	City of Port Lions(Clerk)	454-2332	454-2420
_____	_____	Village Public Safety Officer	454-2330	
_____	_____	Community Health Representative/Clinic	454-2275	
_____	_____	U.S. Coast Guard ISC Kodiak (24-hr police).....	487-5267/-5555	

<i>time</i>	<i>date</i>	REMOTE FACILITIES AND SETTLEMENTS	<u>Phone (907)</u>	<u>Fax (907)</u>
_____	_____	Uganik Bay/Port O'Brien Cannery - Cook Inlet Processing	776-8174	n/a
_____	_____	Alitak/Lazy Bay Cannery - Ward's Cove Packing.....	487-4462	n/a
_____	_____	Port Bailey Cannery - Ward's Cove Packing	(206) 323-3200	n/a
_____	_____	Uyak Bay/Parks Cannery (inactive)	847-2333	n/a
_____	_____	Ben Thomas Logging Camp (Kasakof-Danger Bay)	486-3343/6014	n/a
_____	_____	Big Sandy Logging Camp (Silver Bay).....	381-2000	n/a

<i>time</i>	<i>date</i>	HATCHERIES/AQUACULTURE SITES	<u>Phone (907)</u>	<u>Fax (907)</u>
_____	_____	(Kodiak Regional Aquaculture Association.....	486-6555	486-4105
_____	_____	Kitoi Bay Hatchery	486-6559	486-6559
_____	_____	Pillar Creek Hatchery	486-4730	n/a

<i>time</i>	<i>date</i>	FISHING & ENVIRONMENTAL GROUPS*	<u>Phone (907)</u>	<u>Fax (907)</u>
_____	_____	Alaska Dragger's Association	486-3910	486-6292
_____	_____	Emergency Contact: Al Burch.....	486-5238	n/a
_____	_____	Alaska Groundfish Databank.....	486-3033	486-3461
_____	_____	Emergency Contact: Chris Blackburn	486-3033	
_____	_____	Alaska Marine Conservation Council	277-5357	n/a
_____	_____	Emergency Contact: Kristin Stahl-Johnson	486-4684	486-7651
_____	_____	Emergency Contact: Stosh Anderson.....	486-3673	
_____	_____	Kodiak Community Conservation Network.....	486-4684	486-7651
_____	_____	Kodiak Seafood Processors Association	486-6385	486-6592
_____	_____	Emergency Contact (Tim Blott)	486-5271	n/a
_____	_____	Kodiak Seiner's Association (Bruce Schactler).....	486-4686	486-7655
_____	_____	Kodiak Vessel Owners Association	486-3781	486-2470
_____	_____	Emergency Contact (Linda Kozak/Rob Wurm).....	486-4167	486-5440
_____	_____	National Audubon Society (Mary Forbes).....	486-2685	n/a
_____	_____	United Fishermen's Marketing Association.....	486-3453	486-8362
_____	_____	Emergency Contact: Jeff Stephan.....	486-4568	n/a
_____	_____	Northwest Setnetters Association (Virginia Adams)	486-6834	486-8803
_____	_____	South End Setnetters (Bill Barker)	486-8229	n/a

**For additional listings of regional fishing industry groups, see Section XX of this plan.*

RESPONSE: PART TWO - EMERGENCY RESPONSE

A. UNIFIED COMMAND STRUCTURE AND ICS

The oil and hazardous substance discharge response Incident Command System (ICS) as described in **Annex B of the Unified Plan** will be used during a spill response in the Kodiak Subarea. In the event of an actual or potential oil or hazardous materials release, an Incident Command System response will be activated. The ICS is based on the National Interagency Incident Management System (NIIMS), which was developed to coordinate agency action and provide a command structure for use during emergency response events. In the State of Alaska, the Unified Command application of the Incident Command System is used for response to oil and hazardous material spills. This system of ICS differs somewhat from the standard NIIMS ICS format.

The Incident Command System allows for federal, state, and local governments to participate in the spill response both in an oversight capacity and as participants in the containment, control, and cleanup of the spill. The ICS is organized around five major functions: Command, Planning, Operations, Logistics and Finance/Administration. The basic ICS structure remains the same in all incidents, but the magnitude and complexity of the spill emergency will dictate which functional areas will be activated and to what level. The ICS can be expanded or contracted to suit the size and scale of the spill.

The Incident Command System is led by the **Unified Command**, which directs all aspects of incident response (including oversight, monitoring, clean up, etc.), and includes an **Incident Commander (IC)**, who is in command of the control, containment, removal, and disposal of the spill. For the Kodiak Subarea, the Unified Command is typically comprised of the Federal On-Scene Coordinator (FOSC), the State On-Scene Coordinator (SOSC), the Local On-Scene Coordinator (LOSC), and the Responsible Party On-Scene Coordinator (RPOSC). The Unified Command is implemented in situations where more than one agency has jurisdiction. When the Responsible Party is identified, the RPOSC, usually a senior representative of the Responsible Party (RP), is the Incident Commander (IC). When there is no Responsible Party (RP), or the RP is unable to satisfactorily respond to a spill, the spill response will be directed by an Incident Commander designated by the agency with jurisdictional authority (federal, state, or local.)

Below the command level, positions within the ICS can be filled by employees of the RP or its independent contractors. The exact size and composition of an ICS will vary according to the needs of the response and the experience level of the personnel involved. Government agency personnel may supplement ICS staffing as necessary.

By integrating response management early in the response, consensus and mobilization can be more quickly achieved and limited resources combined to reduce duplication of effort and enhance response effectiveness.

B. ROLES OF THE OSC, RP, RAC, MAC and RCAC

Federal On-Scene Coordinator (FOSC). The U.S. Coast Guard is the lead agency for coastal oil and hazardous materials spill responses and shall serve as the Federal On-Scene Coordinator in the Unified Command. For inland oil spills (more than 1000 yards inland from shore), the Environmental Protection Agency will be the FOSC. The role of the U.S. Coast Guard or EPA in the Unified Command will vary according to spill type and size. The Coast Guard has adopted the Oil Spill Field Operations Guide (ICS-OS-420-1) for use in guiding their major spill response efforts. The guide is a product of California's Standard Oil Spill Response Management System (STORMS) Task Force and provides detailed guidance for each Incident Command System position identified for oil spill response operations.

State On-Scene Coordinator (SOSC). The Alaska Department of Environmental Conservation (ADEC) is the lead agency for the State of Alaska in oil and hazardous materials spill response. ADEC serves as the State On-Scene Coordinator (SOSC) in the Unified Command. The ADEC has published the Oil & Hazardous Substance Response Field Operations Guide (FOG) which provides specific objectives and tasks for each Incident Command System (ICS) position. The FOG provides ADEC personnel with the detailed guidance necessary to properly respond to a major spill incident.

Local On-Scene Coordinator (LOSC). In the event of an oil spill or hazardous substance release in the Kodiak Subarea, the Kodiak Regional Emergency Services Director (or designee) will serve as the Local On-Scene Coordinator in the Unified Command. For all spills in the Kodiak Subarea in which the ICS is implemented, the LOSC will sit in the Unified Command with the FOSC, SOSC, and RPOSC, sharing decision-making and oversight responsibilities with the other On-Scene Coordinators. For spills which affect or threaten to affect the Kodiak Subarea in addition to other subareas, the Kodiak Emergency Services Director or designee will integrate into the command structure either through a LOSC liaison representing all affected communities, or through a Regional MAC group.

As long as there is an immediate threat to public safety, the LOSC will serve as the ultimate command authority for the public safety issue, while the FOSC, SOSC, and RPOSC work with the LOSC to ensure mitigation of the situation. So long as the threat to public safety remains, the LOSC will be guided by the Emergency Operations Plan developed by the Kodiak Regional Emergency Services Organization and Kodiak Island Borough Local Emergency Planning Committee. If the FOSC, SOSC, or RPOSC does not assume the lead role for response, the LOSC may request higher authority to assume that responsibility. (See the Unified Plan page B-4.)

Additional policy guidance is provided to the LOSC by the Kodiak Regional Emergency Services Council, which is composed of the Emergency Services Director, the Mayor of the City of Kodiak, the Kodiak Island Borough Mayor and Manager, and the Commanding Officer of the USCG Integrated Support Command (ISC) Kodiak, or their designees. Facility and vessel Oil Discharge Prevention and Contingency Plans for operations in and around the Kodiak Subarea should include a description of the LOSC position, which reflects the unique situation in the Kodiak Subarea.

Responsible Party (RP). Under federal and state law, the Responsible Party (RP) is responsible to contain, control, and clean up any oil or hazardous substance spilled. The RP must notify the federal, state, and local authorities of the spill incident and initiate an effective response. The RP is expected to respond to an incident using their own resources and securing additional contractual expertise and equipment when necessary. The FOSC and SOSC have the authority to oversee the RP's activities, and both are authorized to take over or supplement the RP's response activities if they determine those activities to be inadequate. During an RP-driven response, if the vessel or facility has a contingency plan (C-plan), it will serve as the primary guidance document for the spill response and the Responsible Party will designate the Incident Commander. If there is no Responsible Party, or if the RP does not have a government-approved contingency plan, the Unified Plan and the Kodiak Subarea Contingency Plan will become the guiding document during the spill response.

Primary Response Actions Contractors (RAC) and Oil Spill Response Organizations (OSRO). Primary Response Action Contractors (RAC) and Oil Spill Response Organizations (OSRO) may play an important role in a spill response. Primary RACs and OSROs are organizations that may enter a contractual agreement with an RP (vessel or facility owner/operator), assisting the RP in spill cleanup operations. RACs/OSROs can provide equipment, trained personnel and additional resources. The Operations/Technical Manuals maintained by the RACs/OSROs may be referenced in vessel or facility contingency plans and serve as supplementary reference documents during a response. OSROs generally have access to large inventories of spill equipment and personnel resources. The FOSC or SOSC may contract these assets for use. Select equipment located within the Kodiak Subarea is referenced in the Resources Section of this Plan. Complete equipment inventories are listed in the respective Operations/Technical Manuals of the RACs and OSROs.

Regional Multi-Agency Coordination Committee (MAC). A Regional MAC group will be activated for significant incidents to advise the Unified Command and provide recommendations or comments on incident priorities, objectives and community concerns. Regional MACs do not play a direct role in setting incident priorities or allocating resources, however the Regional MAC can advise the Unified Command (through the Liaison Officer) and provide recommendations or comments on incident priorities, objectives, and the incident action plan. The MAC is not directly involved in tactical operations, though some of its members may be. Each MAC group will be facilitated by a MAC Chairperson, elected by the MAC members. Regional MAC composition may vary from incident-to-incident and may include Regional Citizens' Advisory Councils, community emergency coordinators, local resource agency personnel, federal/state/local or private landowners and leaseholders, Native organizations, non-profit and volunteer organizations, and other stakeholder groups affected by the spill. For any spill affecting the Gulf of Alaska, Prince William Sound or Cook Inlet, the Regional Citizens' Advisory Council may assume the role of the MAC until one is formally seated by the Unified Command.

Regional Citizen's Advisory Councils (RCAC). There are two RCACs in Alaska, Cook Inlet RCAC and Prince William Sound RCAC. RCACs are independent, non-profit organizations created by the Oil Pollution Act of 1990 to monitor and advise on oil industry programs related to spill prevention and response, tanker safety and environmental impact assessments. During a spill response, RCACs monitor on-water activities and observe and verify spill response and cleanup efforts. RCACs inform local community members and other concerned groups about response activities and provide information on local concerns and priorities to the Unified Command in order to facilitate operational decisions. RCACs participate in the Regional MAC.

RESPONSE: PART THREE - RESPONSE PROCEDURES

This part identifies the initial response objectives and actions which shall be taken for an oil or hazardous substance spill in the Kodiak Subarea and provides the “ramp up” procedures and processes necessary to address an emerging incident.

A. RESPONSE OBJECTIVES

Regardless of the nature or location of a spill, the following objectives shall guide all response actions:

1. Ensure safety of responders and the public.
2. Stop the source of the spill.
3. Deploy equipment to contain and recover the spilled product.
4. Protect sensitive areas (environmental, cultural, and human use).
5. Track the extent of the spill and identify impacted areas.
6. Cleanup contaminated areas and properly dispose of wastes.
7. Notify and update the public. Provide avenues for community involvement where appropriate.

B. SCOPE OF ACTIVITIES

This list assists the Incident Commander (either government or Responsible Party) and staff in completing the initial response actions associated with a medium to large sized oil spill. This list is not exhaustive and should be used at the discretion of the IC and the Unified Command.

1. DEFINE NATURE OF INCIDENT

A. Determine facts of spill.

- Responsible Party (name and phone #)
- Location and time of incident
- Type of incident (explosion, grounding, operational, etc.)
- Type of product
- Movement of spilled product
- Environmental resources/Sensitive Areas at risk

B. Determine whether RP is willing/able to respond.

C. Classify size of spill.

2. EVALUATE HAZARDS TO HUMAN HEALTH/SAFETY

A. Determine threat to public health.

B. Assess fire/explosion hazard.

C. Assess personnel safety based on potential/existing hazards.

D. Determine appropriate level of personnel protective equipment for responders.

- 3. EVALUATE SEVERITY OF INCIDENT AND THE NEED FOR ADDITIONAL RESOURCES**
 - A. Estimate amount of spilled product and total potential amount.**
 - B. Estimate duration of spill response efforts.**
 - C. Assess weather/sea conditions .**
- 4. INITIATE RESPONSE STRATEGY**
 - A. Protect responders and the public.**
 - B. Secure or isolate the source of spill.**
 - C. Protect sensitive areas** (develop priorities consistent with environmental sensitivity and protection priorities identified in Sensitive Areas section of this plan)
 - D. Initiate containment and recovery of spilled product.**
 - E. Initiate spill tracking.**
- 5. INFORM LOCAL RESIDENTS/COMMUNITIES/STAKEHOLDERS**
 - A. Prepare Press Statement.**
 - Report that USCG, ADEC, RP and local emergency response personnel are responding to discharge event.
 - Give brief details of the discharge.
 - Describe actions taken by the Unified Command.
 - Announce that formal press release will be prepared as more information is received.
 - B. Contact Local Media.**
(Local radio, newspaper and television contact information in Resources Section, Part 3)
 - C. Be forthcoming, and provide as much information as quickly as possible. If no information is available, say so but ensure that information is provided to the media as soon as it is available.**
 - D. Conduct appropriate briefings via the ICS Liaison Officer**
 - E. Ensure that personnel data forms are distributed to local residents who arrive on-scene with the desire to assist in response** (in accordance with Volunteer Coordination information in the Resources Section of this plan).

C. RAMP UP PROCEDURES

A spill response progresses through a series of steps where the number of personnel and amount of equipment are increased (or decreased) as necessary to meet the demands of the situation. This increase of resources to address response needs is called a ramp up.

The ramp up begins when the spill is first reported and progresses with the sequential and prioritized activation of the response resources of the Responsible Party and the local, state and federal responders. Each spill response will differ according to spill size and severity, location, season, and a variety of other factors. Personnel needs will vary accordingly. The ramp up procedures and personnel requirements presented below are provided as guidance for the Unified Command during the initial staffing of the Integrated Command System (ICS). The ICS can expand and contract to meet the needs of an emergency response without any loss of effectiveness or control. The goal for any major spill is to have the personnel in place to staff a complete ICS within the first 96 hours of a response.

The ramp up to a full oil spill response generally moves through three staffing levels. The **Initial Response Team** (Hours 0-6) will consist primarily of first responders who will carry out initial response actions. The **Transitional Response Team** (Hours 6-96) will form as additional personnel arrive on-scene and ICS functions are added. The **Full Response Team** (by Hour 96) will be complete when full ICS staffing levels have been reached. Qualified personnel within the ICS will identify resources and equipment necessary for an effective response.

This ramp up guidance outlines the response of the federal, state and local personnel. Responsible Party personnel will also initiate a concurrent ramp up according to the procedures described in their contingency plan.

1. **RAMP UP TO FULL ICS RESPONSE TEAM**

Hour 0-6: Initial Response Team

The Initial Response Team will consist primarily of the U.S. Coast Guard Marine Safety Detachment Kodiak Duty Officer, local emergency response personnel, and Responsible Party personnel. The Initial Response Team will carry out initial response efforts, which include notification and equipment mobilization. Depending on the size of the spill, a Unified Command may begin to form as the Initial Response Team carries out these response actions.

Notifications. The U.S. Coast Guard Marine Safety Detachment Kodiak (MSD Kodiak) is usually the first responder to a spill in the Kodiak Subarea. Upon discovery of an actual or potential spill affecting land or water, the MSD Kodiak Duty Officer will notify the Kodiak Police Department and USCG Marine Safety Office Anchorage. The Kodiak Police Department will notify the fire department, City and Borough government officials, and Kodiak Emergency Services Organization. MSO Anchorage will notify the Alaska Department of Environmental Conservation (ADEC) and other federal agencies, as appropriate. ADEC will notify Alaska Department of Fish and Game (ADFG), Alaska Department of Natural Resources (ADNR), and the Alaska Department of Military and Veteran Affairs (ADMVA), Division of Emergency Services (DES). Each agency will activate appropriate staff and equipment to respond to Kodiak if appropriate.

Initial Response Actions. Following these notifications, MSD Kodiak will assess the chemical characteristics of the spilled material and establish a safe level of Personnel Protective Equipment (PPE) prior to dispatching a response team to the scene. Depending on the location of the spill, the response team may be accompanied by a representative of the Kodiak Harbormaster's office, or by a representative of one of the local fire departments. If the spill is located on US Coast Guard property, investigators will be accompanied by USCG Environmental Response personnel. Upon arrival, the response team will conduct a site characterization to evaluate environmental hazards. Upon ensuring a safe operating environment, they will attempt to determine the source of the spill, identify the responsible party, secure the source of discharge, and begin to gather data for the ICS to use to formulate a response strategy or validate the RP's strategies. This initial response team will normally have no containment or product removal means with them at this time, unless provided by the RP. If local authorities or Coast Guard responders identify an immediate threat to public health and safety, appropriate action shall be initiated. If the situation warrants, an evacuation may be implemented according to the procedures described in the Kodiak Emergency Operations Plan.

The response team will contact MSD Kodiak, report the details of the spill, and initiate a preliminary investigation into the spill causes. The response team will advise the Responsible Party regarding the legal requirement to initiate containment and recovery actions. MSO Anchorage will be advised of the severity of the spill and will activate the ICS. The Federal and/or State On-Scene Coordinators will brief the federal, state and local government agencies regarding the spill status and ramp up procedures.

ADEC has no spill responders in Kodiak. ADEC will select any available state resource agency personnel to serve as a local contact until ADEC responders arrive in Kodiak. ADEC will request that ADNR and ADFG identify environmental priorities for protection. ADNR and ADFG will use the environmental sensitivities information in this plan as a primary source for this information. NOAA and the USFWS may also be contacted for initial environmental sensitivity and wildlife concentration information. ADEC will forward these priorities to the Incident Commander and the Unified Command.

The Responsible Party is responsible for deploying appropriate privately-owned pollution response equipment as quickly as possible, regardless of whether Coast Guard equipment has been deployed in the interim. MSD Kodiak may commence deployment of USCG-owned pollution response resources if necessary. Generally, Coast Guard-owned pollution equipment will be used only if adequate privately-owned resources are not immediately available. This Coast Guard-owned equipment is not meant to compete with privately-owned or commercially-available equipment and should not be considered as a substitute for private resources. MSD Kodiak may assist the RP and arrange for initial delivery of pollution response gear via the most expedient mode of transportation.

On-Scene Response Time. The initial response in the Kodiak urban area (road system area from Monashka Bay to Salonie Creek) is one hour maximum on-scene time. On-scene response time for road system communities beyond the urban area is two hours maximum. If the spill is located outside of the road system or if road conditions are poor, the initial response team will be transported by aircraft provided by the USCG Air Station Kodiak. The response goal for spills which occur in remote locations beyond the Kodiak road system is a 4-hour maximum on-scene response time.

Command Center Establishment. MSD Kodiak or the RP will establish a field command post in Kodiak to coordinate efforts until the FOSC, SOSC, LOSC and RP can establish the command center. The location of this field command post will depend upon the location and severity of spill, time of year, weather,

and other considerations. Details on potential field command post locations, staging areas and potential command center locations throughout the Kodiak Subarea are included in the Resources Section of this plan. The command center may be located initially at USCG MSO Anchorage and subsequently moved to Kodiak as the response progresses.

Federal, state and local personnel arriving on-scene should realize that work space, telephone lines, and other office resources may be limited during the initial response. Individuals are encouraged to bring cellular phones to communicate with their respective home offices (realizing that outside of the Kodiak urban area, cellular phone capabilities are severely limited or non-existent).

Staging Areas. For a spill in the Kodiak urban area, the U.S. Coast Guard base will be the most probable location for preliminary equipment staging. If a spill occurs outside the Kodiak urban area, it may be necessary to set up remote staging areas for response equipment. Potential staging areas have been identified and profiled for each of the communities and remote facilities in the Kodiak Subarea in Part One of the Resources Section.

Hour 6-96: Transitional Response Team

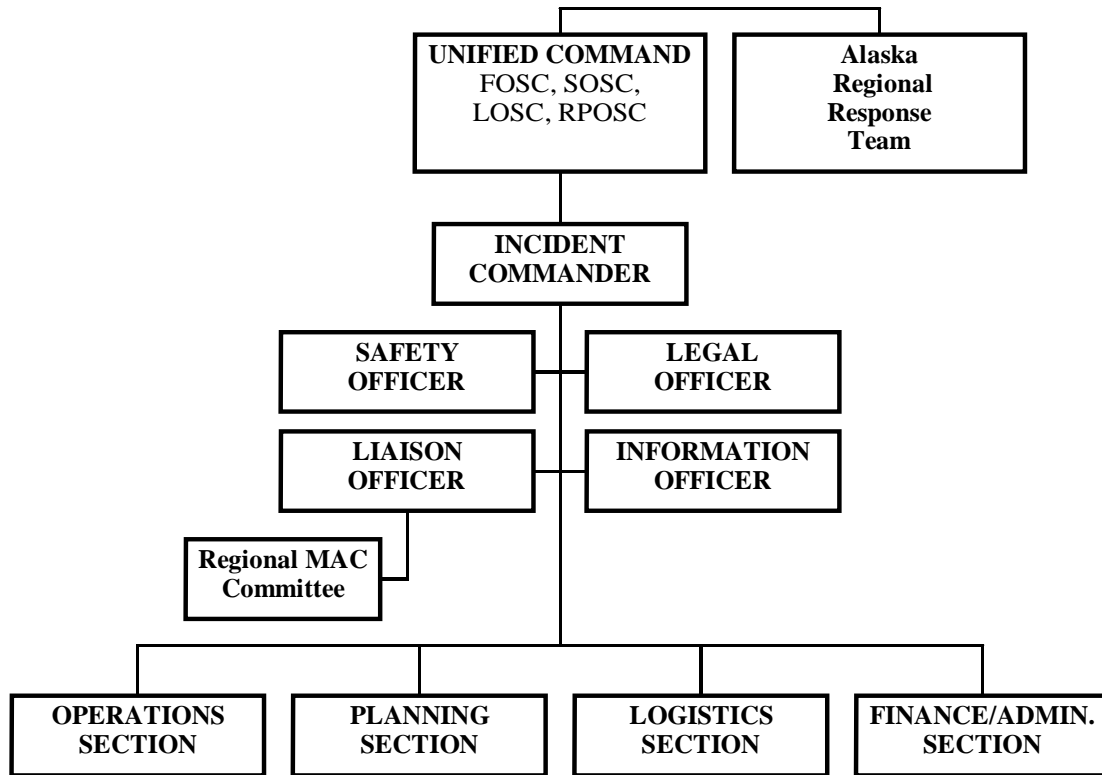
The Transitional Response Team forms as additional federal, state and local response personnel arrive on-scene. After the initial response reveals the scope and size of the spill, the Unified Command will begin to form and ICS staffing will increase. In a government-directed spill, the Unified Command will designate an Incident Commander. In a Responsible Party-led response, the IC will be a representative of the RP. The Incident Commander will designate appropriately trained personnel as Section Chiefs for the Operations, Planning, Logistics, and Finance/Administration Sections. As the response develops, appropriate ICS functions will be added until a full response team is in place.

Hour 96: Full Response Team

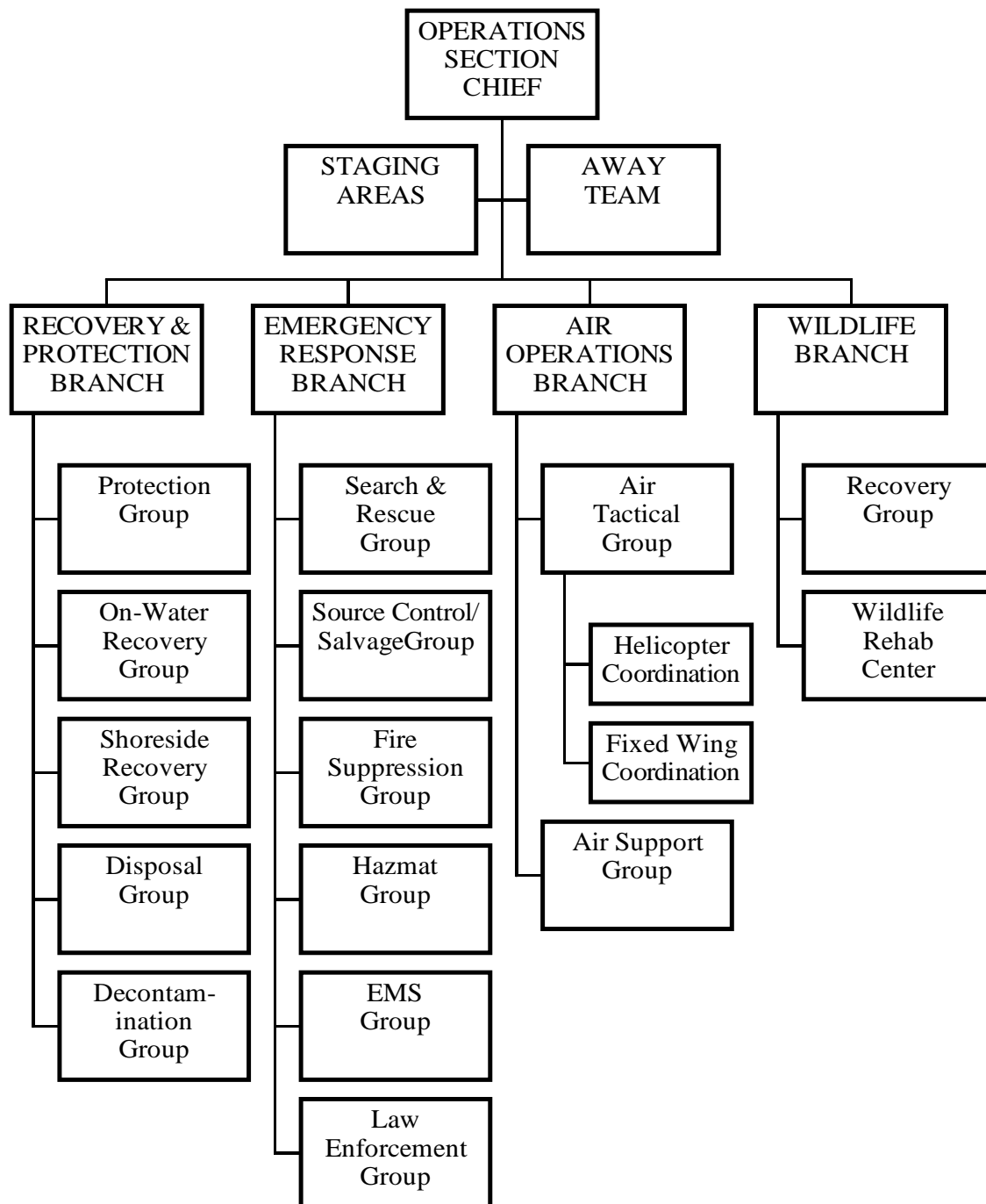
A full ICS response team should be assembled by Hour 96 of the spill response. Staffing depths and positions filled will vary with the response, as will the order in which these positions are filled. The Full Response Team will follow the command structure described on the following pages, and response personnel may include federal, state and local agency personnel, employees of the Responsible Party, independent contractors, and other organizations as appropriate.

2. ICS ORGANIZATIONAL CHARTS and ASSIGNMENTS

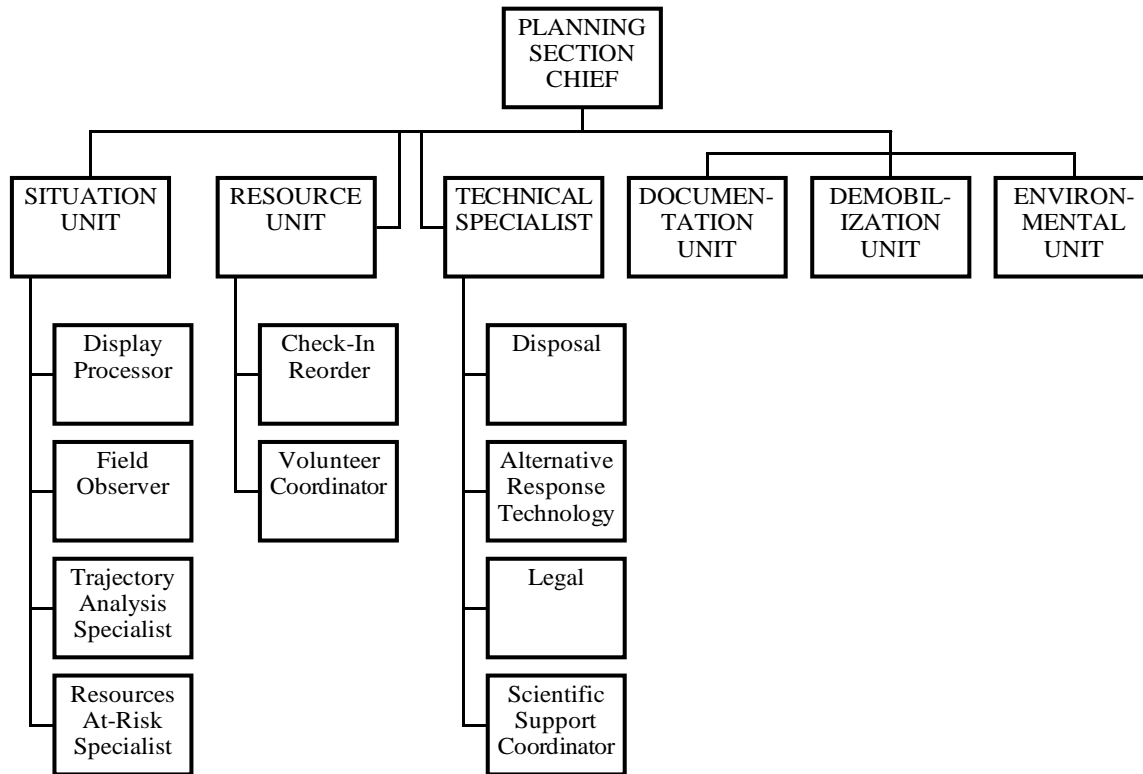
a. Command Structure



b. Operations Section

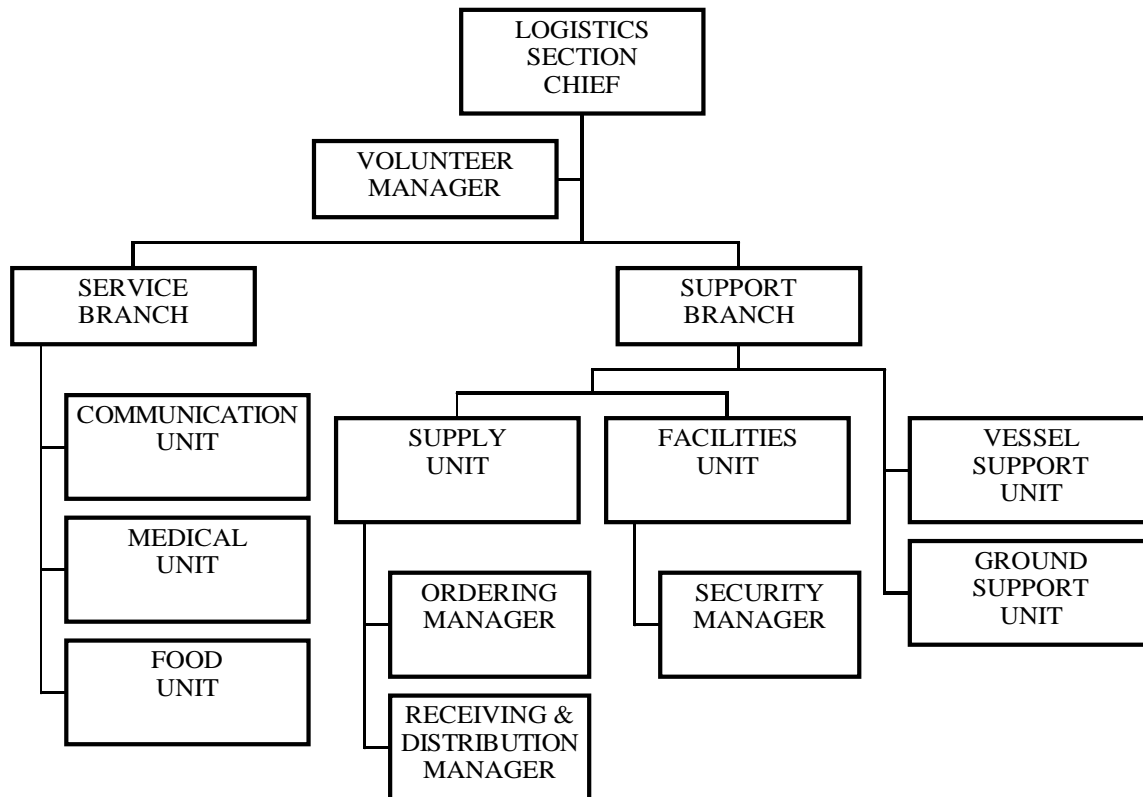


c. Planning Section

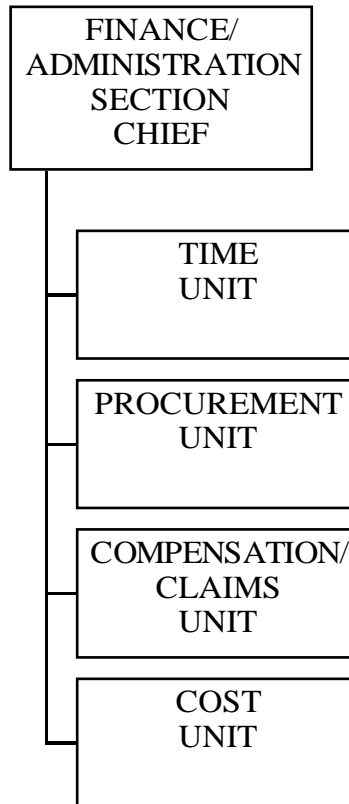


- There may be additional technical specialists. Consult the Field Operations Guide (FOG) for a complete list of technical specialist positions.

d. Logistics Section



e. Finance/Administration Section



3. AGENCY PERSONNEL RESOURCES

This chart summarizes the personnel resources available in federal, state and local agencies and organizations. This information should be used as a guide for filling ICS positions. In addition to the agencies listed here, there are many private contractors available locally and regionally to provide additional spill response expertise. These contractors are listed in the Resources Section of this plan.

ICS FUNCTION					AGENCY/ ORGANIZATION*
OPS	LOG.	PLANS	FINANCE/ ADMIN	COMMAND	
			FIN, LO		ADCRA
		SS			ADEC - Air/Water Qual.
		SS		LO	ADEC - Env. Health
OPS	LOG	PLN, HAZ	FIN	IC, PIO, LO	ADEC - Spill Response
WRR		SS			ADFG - Kodiak
WRR		SS			ADFG- Anchorage
		MED			ADHSS
	LOG, COM, FIN				ADMVA/DES
OPS	COM, LOG	CUL, MAP, SS		PIO	ADNR
OPS		SS			ADNR- Parks, Kodiak
	LOG				ADOTPF
SAR,SEC					AST
X	X				City of Kod. Harbormstr
X	X	X			City of Kod. Parks/Rec.
FIR, HAZ					City of Kodiak Fire
FIR					Bayside Volunteer Fire
FIR					Womens Bay Vol. Fire
SEC					City of Kodiak Police
X	X				City Kodiak Pub. Works
			DAA		KIB Administrative Staff
	X				KIB Assessing
		MAP, PLN		PIO, LO	KIB Commun. Devel.
X, RPD	X				KIB Eng./Facilities
			FIN		KIB/ Kodiak Finance
SAR					Kod. Search & Rescue
				IC, X	Kodiak ESC
		CUL, MED			KANA
		CUL			Alutiiq Museum

OPS	LOG.	PLANS	FINANCE/ ADMIN	COMMAND	Agency/Organization
	LOG				Dept. of Labor
				LEG	Law (D. A.)
	LOG	PLN			US Dept. Commerce
RPD	LOG			X	Navy SUPSALV
OPS				IC, X	USEPA
OPS	LOG	PLN			FEMA
	LOG				DOD (USAF, USN)
OPS	COM				USCG MSD Kodiak
AIR					USCG AirSta Kodiak
	COM				USCG ComSta Kodiak
OPS	COM,LOG			IC	USCG MSO Anchorage
OPS	COM,LOG				USCG Pacific Strike Team
	LOG				USCG ISC Kodiak
WRR		SS, MAP			USFWS (KNWR)
WRR		SS			NMFS
		SS, TA, MAP			NOAA SSC
WRR		CUL, SS			USDOJ
WRR		SS			NPS - Katmai

LEGEND

AIR	Air Operations
COM	Communications equipment/capabilities
CUL	Cultural Resources
DAA	Documentation/Administrative Assistance
FIN	Finance: release/channel state/federal/local disaster funds
LOG	Logistics: food, lodging, personnel support functions
FIR	Fire protection/fire fighting
HAZ	Hazmat
IC	Incident Commander
PIO	Public Information Officer
SEC	Law Enforcement/Security
LO	Liaison Officer
LEG	Legal
MAP	Mapping
MED	Medical support/health care
OPS	General response operations
PLN	General planning operations
RPD	Recovery, Protection & Decontamination
SAR	Search and Rescue
TA	Trajectory Analysis
SS	Technical Expertise/Scientific Support
WRR	Wildlife protection/care/rehabilitation/recovery
X	Can provide miscellaneous functional support

D. ADDITIONAL RESPONSE POLICIES

1. Health and Safety

For most spills, a Safety Officer will be designated by the Incident Commander. The Safety Officer will be responsible for ensuring that the spill site is properly characterized, the hazards identified, and personnel properly equipped and adequately briefed prior to allowing entry into the spill area. The Safety Officer will also be responsible for ensuring site security and establishing emergency procedures for decontamination and evacuation in the event of injury or change in conditions. The Safety Officer answers directly to the Incident Commander and will have the authority to suspend any operation deemed unsafe or in violation of safety regulations.

Annex H, Appendix I of the Unified Plan provides a Standard Site Safety Plan for Emergency/Post-Emergency Phase Coastal Oil Spills developed by the US Coast Guard. The plan is generic in nature and must be expanded to provide specific safety procedures for each incident. **Annex H, Appendix II of the Unified Plan** provides the Training Guidelines for Local Emergency Planning Committees for Planners/Responders/Managers of Responses to Hazardous Materials Emergencies.

Once the emergency response is under way, the Safety Officer will develop a Site Specific Health and Safety Plan which will address all the required elements in OSHA's Hazardous Waste Operations and Emergency Response Regulations (29 CFR 1910.120), including but not limited to:

- Organizational Structure
- Training Requirements
- Risk and hazard analysis for each planned cleanup activity
- Personnel Protective Equipment (PPE)
- Site Security and Control
- Air Monitoring, Medical Surveillance
- Decontamination
- Emergency Response Plan
- Emergency Communications
- Sanitation and Lighting

2. Cost Recovery/Documentation

Refer to the **Unified Plan, Annex C, Appendix I** (Federal Spill Funding Procedures), and **Appendix III** (State Administrative Guidelines).

3. Waste Removal and Disposal

The Planning Section Chief will be responsible for developing a waste removal and disposal plan that provides the necessary logistical and procedural information to ensure a fast and efficient transfer of wastes to disposal facilities. The disposal plan must be in compliance with existing laws and regulations.

Oversight of the waste disposal plan will normally be the responsibility of the State of Alaska DEC. Alaska law (18 AAC 75.319 & 18 AAC 75.327) requires that cleanup and waste disposal plans for hazardous substances, including oil, be approved by ADEC. Site approval for waste disposal in Kodiak must be approved by the Kodiak Island Borough Community Development Department consistent with local regulations as well as state and federal requirements.

For information and guidelines on procedures for transporting, storage, and disposal of wastes and a listing of disposal related permits, refer to the **Unified Plan, Annex E, Appendix 2**.

4. *In Situ* Burning, Dispersants and Other Chemical Countermeasures

Any decision regarding the use of dispersants and/or *in situ* burning in the Kodiak Subarea will be made by the FOSC and SOSC in consultation with the Alaska Regional Response Team (ARRT) according to the guidelines presented in **Annex F of the Unified Plan**. While there are no legal obligations for the RRT to include the Kodiak Island Emergency Services Council in the decision-making process regarding local use of dispersants and/or *in-situ* burning, this is an issue of primary concern to local residents. To the extent practicable, the Council should be involved in the decision-making process. **The sensitive areas and resource concentrations identified in the Sensitive Areas Section of this plan should be considered by the RRT in determining where and when dispersant use is appropriate in the Kodiak Subarea.**

5. Public Affairs

The Incident Commander/Unified Command will direct all media inquiries to the Public Information Officer(s). The Public Information Officer position may be filled jointly by regulatory agency and RP representatives. For local media contacts, consult the Resources Section, Part Three of this plan. Refer to **Annex I of the Unified Plan** for statewide guidance on Public Affairs inquiries.